

72-4230

31 July 1972


X R. 71.5211
A-2.1

MEMORANDUM FOR: Deputy Director for Intelligence
Deputy Director for Plans
Deputy Director for Support
Deputy Director for Science and Technology

SUBJECT : Preparation of Briefing Material on Honor
and Merit Awards

REFERENCE : Memo dated 18 October 1971 from D/Personnel
to A-ExDir and the Deputies, same subject

The Director is not completely satisfied with briefing papers in connection with his presentation of awards. The Executive Director has asked that in the future you forward the briefing notes and background material alluded to in paragraph 3 of reference to the Director via the undersigned.


Assistant to the Executive Director

STAT

cc: Director of Personnel
Executive Secretary/HMAB

O/ExDir  sfc

Distribution:

Original - DDI

- 1 - Each other addressee
- 1 - D/Pers
- 1 - ES/HMAB
- ✓ 1 - ER
- 1 - ExDir/BE

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ER: *Handwritten signature* ER 72-4230.
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EXTRACT

Morning Meeting of 17 August 1972

The Director said that he continues to have serious problems with material developed for his use in presenting medals and awards. He asked each Deputy to name someone who will develop this material in a usable form. A brief discussion followed, and the Director indicated that they be forwarded by the Deputies directly to his office.

Each Deputy advised this date to disregard my memo dated 6 July STAT



18 Aug 72

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SENDER WILL CHECK CLASSIFICATION			
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Executive Registry
72-4341

TO	NAME AND ADDRESS	DATE	INITIALS
1	Director of Personnel		
2			
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<input type="checkbox"/> ACTION	<input type="checkbox"/> DIRECT REPLY	<input type="checkbox"/> PREPARE REPLY
<input type="checkbox"/> APPROVAL	<input type="checkbox"/> DISPATCH	<input type="checkbox"/> RECOMMENDATION
<input type="checkbox"/> COMMENT	<input type="checkbox"/> FILE	<input type="checkbox"/> RETURN
<input type="checkbox"/> CONCURRENCE	<input type="checkbox"/> INFORMATION	<input type="checkbox"/> SIGNATURE

Remarks:

I received no reaction to my memo on this general topic, so assume I will be getting the back-up material in the future. Did you have an opportunity to raise this at the last meeting of HMAB?

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FROM: NAME, ADDRESS		DATE	
O/Executive Director/		D59	8/7/72
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OFFICIAL ROUTING SLIP			
TO	NAME AND ADDRESS	DATE	INITIALS
1			
2	7 E 12 Headquarters		
3			
4	The Director		
5			
6			
ACTION		DIRECT REPLY	PREPARE REPLY
APPROVAL		DISPATCH	RECOMMENDATION
COMMENT		FILE	RETURN
CONCURRENCE		INFORMATION	SIGNATURE
Remarks: Attached are the background papers, a brief, and the Guest List for the Honor and Merit Awards Ceremony to honor: <div style="border: 1px solid black; height: 150px; width: 100%;"></div>			
FOLD HERE TO RETURN TO SENDER			
FROM: NAME, ADDRESS AND PHONE NO.			DATE
Executive Secretary/HMAB			7/25/72
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